

# The Mad Hatter

A Douglas College Newsletter

DOUGLAS COLLEGE  
ARCHIVES

May 31, 1982

## DEVELOPMENT OF 1983/84 BUDGET

TO: ALL COLLEGE PERSONNEL  
FROM: BILL DAY

We have just received full information on requirements of the Ministry of Education for our 1983/84 budget submission.

There are some significant differences between this budget and previous budgets, which warrant this special communication.

This budget submission, and succeeding ones, will be prepared on the basis of three levels of category, in all services and activities of the college.

LEVEL I A listing of college activities (Budget Decision Units) totalling last year's budget in constant dollars.

LEVEL II A listing of the next level of college activities, assuming an inflationary increase which allows the college to keep its previous year's purchasing power.

LEVEL III Activities that the college wishes to add, should additional purchasing power be made available.

Levels II and III are to be prioritized by BDU in terms of the source of funding. For example, activities funded under MAC would have their own priority listing, as would other activities funded under the Academic Council.

Provision is made for activities which are interlinked. The college is requested to consider previously-announced provincial priorities in its decisions.

Budget estimates for activities to be commenced during the fiscal year are to be provided for the subsequent two years, in order that "down stream" impacts can be assessed by the provincial Councils and the Ministry.

The 'good news' is that this system fits very well into our annual cycle of 5 Year Educational Plan review and budget projections. It forces us to consider clearly our institutional priorities, and the trade-offs, involved in choosing new directions or activities.

On the other hand, the process of formal priority assignment makes more difficult the work of cooperative budget planning at the Divisional and Departmental levels. It is quite easy to discuss budgets when stability or growth is implied, and much more difficult to discuss budgets when built into them is a "plan B" which could result in reduction of activities!

As usual, these materials have been made available to us at a late date, and must be completed quite quickly... (by June 30), and at a time when many faculty are on holiday.

The Deans will decide upon the language of analysis (BDU), based on the particular nature of the Division.

All functions of the college will be assigned by the Deans, subsequently by the Management Committee, and finally by myself, into one of the three categories of recommendation to the Board.



In the process of budget development and priority assignment, Departmental, Divisional and College-wide governance committees will be informed of the Divisional and College-wide intentions, and criticism and comment requested.

Criticisms and comments will be reviewed prior to final submission. Recommendations made by myself to the College Board will be accompanied with criticisms and comments which have been made by governance committees.

Clearly, the four weeks that we have for development of this budget is not adequate for proper consultative process. With good reason, it could be viewed as subversive of such process. Our intent is next year to tie these processes into our annual 5 Year Plan review, and commence them in January, thus allowing plenty of time for orderly consultation. The Deans join with me in the hope that the system of budget preparation will hold still long enough for us to do it twice.!

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TO: DEANS, DIRECTORS, CHAIRMEN

FROM: AL ATKINSON

RE: COUNSELLING CENTRE - WINSLOW

From May 31 to June 29, 1982 there will be no Counselling reception coverage at the Winslow Site.

Counselling appointments can be booked through the switchboard at Winslow.

All other services provided by the Counselling receptionist should be referred to the Counselling Centre at McBride, or to Al Atkinson or Min Aleong.

IT'S TRUE

Written next to the Murphy's Law poster at Winslow Site: "Murphey must have lived at Douglas College".

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## EDUCATIONAL LEAVE PROPOSAL:

- Eugene Hrushowy

THANK YOU COLLEGE COMMUNITY

I would like to take this opportunity to publically express my appreciation to the College Community as a whole in making it possible for me to receive the truly expansive gift of an educational leave.

My development, both personally and professionally, over the last seven years, has been affected substantially by my involvement with many, many, fine people. Thank you!

My educational leave will take me to U.B.C. in September where I will study curriculum development and program design with a focus on the Adult Learner.

In returning to learning I intend to find answers to some key questions related to curriculum directions within the Social Services Department, the College as a whole, and in the programs where I am most intimately involved.

I expect that as I search for answers I will find new and more meaningful questions which will require answering. Such is growth within education.

Apart from this more esoteric view I will balance my pursuits with the knowledge of the pragmatics of being an educator tied to career specific community based needs for education in the work place.

In studying curriculum I hope to glean the resources necessary to assist my department in determining the feasibility of offering a core (generic) level of training in the Social Services and if feasible then to determine the optimum alternative for implementing such a program.

Training in the area of Social Services presents a complex of felt and expressed needs tied very tightly to the workplace. Learners come to us with multivariant needs. Some wish to enter the Social

Services as a practitioner; some wish to enhance their expertise in a specialty area; some wish to change specialty areas. Learners range in age from high school graduates to people in their late fifties. All of them experience unique personal circumstances. By and large what they have in common is that education is not the only day to day concern in their lives. As such, my chosen frame work for study is the Adult Learner as this learner comes with fairly specific intentions for their education. Education is a means to an end.

Within this Adult Education framework I will focus on curriculum development and program design. In studying curriculum I hope to develop a conceptual understanding of broadbase intentions for education and to translate this into a useful operational definition for all faculty. I also hope to determine a conceptual framework for how learning outcomes extrapolate curriculum. In general terms I intend to study how the whole (curriculum) interacts with the parts (learning outcomes) to create the whole.

Curriculum is an educational construct which allows educators to translate 'logic in use,' the work place, if you will, into 'reconstructed logic,' the instructional environment.

Curriculum and learning outcomes require a Vehicle through which they may be actualized. This vehicle is program. Program looks at mood or tone, attitudes, integrating skills and knowledge to produce a global outcome. Program looks at how the parts fit together to determine the whole. Program considers sequencing of content, timing and pacing. Program looks at techniques in presenting learning tasks and methodologies in organizing learners. Program is, the complex, through which curriculum is achieved.

As a result of my machinations at U.B.C. I hope to assist the College generally



THANK YOU COLLEGE COMMUNITY (contd.)

by sharing a conceptual understanding of the role of educators vis a vis curriculum. I foresee a role for myself in the orientation of new faculty and in-service with all faculty on a demand basis.

Upon returning to my department, I expect to act as a resource to my colleagues in developing and revising program curriculum and as well as working on the feasibility of a core Social Services program.

The benefit to the learner is intrinsic to my motivation in returning to learning as our learners are our *raison d'être*. I do expect our level of intentionality in the instructional place to increase substantially so that we are more and more, cognizant of the impact of what we are doing and, therefore, can assess our effectiveness in satisfying the intentions of curriculum.

The benefits to myself are both professionally illuminating as I've addressed above and personally satisfying as I am committed to high quality instruction and the creation of self intentioned learners.

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PUBLICITY COMMITTEE MEETING  
- MINUTES - MAY 25, 1982

IN ATTENDANCE: Bill Day, Gerry DellaMattia, Ed Redmond, Andy Wilson, Beth Bosshard, Julie Steele, Catherine Traer, Dorothy Jones, Bill Bell, Pascale Best

1. RESPONSE OF MANAGEMENT TO MEMO FROM  
PUBLICITY COMMITTEE DATED MAY 3, 1982

a) Opening Ceremonies Committee

Bill Day, Gerry DellaMattia and Ed Redmond will stand as members of this committee. It was pointed out by

Gerry DellaMattia (who has accepted the position of chairman) that Ed Redmond would be a valuable member, due to his involvement and experience in dealing with opening ceremonies events in the past.

Both Gerry DellaMattia and Ed Redmond accepted the responsibility of recruiting/organizing election of membership in this committee.

Gerry DellaMattia proposed an Opening Ceremonies date of November 19, 1982. His reasoning behind this was twofold: Douglas Day falls on this date; due to the anticipated cabinet meeting to be held in the vicinity on this day, the possibility of having prominent cabinet members attend the Opening Ceremonies is good.

b) Management Policy

The Publicity Committee was informed that Management was looking into the Committee's question/concern of Management's policy regarding the 'use of facilities'.

2. DISCUSSION OF PROPOSED  
ADVERTISING PLAN

a) Mall Displays

The question was brought up of 'territory' as it relates to promoting/advertising of the College. It was decided that when advertising south of the river, those programs/courses/services that are unique to Douglas College would be advertised. In the event that Douglas College is invited to set up a display in another college's region, the particular college should be informed of the event, for courtesy reasons.

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ARCHIVES

- b) Speakers Bureau, Outreach Activities, Opening Ceremonies, and Facilities Orientation Committee: reports forthcoming.

- c) Media Exposure •

It was proposed by Bill Day, that feature articles or press releases issued, concerning faculty members or particular courses/programs offered by faculty members, should be accompanied by a head & shoulders photograph of the faculty member; also, at the commencement of the College year every faculty member should have their photo taken, to be kept on file for such use.

Bill Bell stated that more background research and information, on the part of faculty, would be required for such feature articles.

- d) Brochures, Flyers & Information Posters

The memo from Julie Beaucaire, concerning the Registrar's Office Publications, was referred to by the Publicity Committee:

The Registrar's Office was given the go-ahead to compile a rough draft of a 'general brochure' (ie. containing general admission requirements information etc.) for submission for production by the PIO.

It was agreed that brochures would be used both as an information and marketing tool.

Beth Bosshard proposed that CP&S Programmers be supplied with credit brochures which tie in with any C.E. programs of the same nature.

Andy Wilson discussed the importance of timing and the need for a systematic distribution of publications.

Such a distribution could be: Calendar distribution, followed by brochure distribution, publicity of 'Choices' availability, information poster, publicity of Telidon availability, etc.

It was suggested that brochures be up-dated and produced each year, and that they be colour-coded and dated for easy reference.

Beth Bosshard suggested that the CP&S flyers also be colour-coded (for internal reference purposes).

It was suggested that the information poster should also be distributed to libraries and government agencies.

- e) Other Suggestions

Bill Day requested, that if possible, the four municipalities which Douglas College serves, should be mentioned on the Bus Billboard, space providing.

That a statistical survey, (age, sex, where heard about Douglas College, etc.) should be included in the registration/application forms. This would have to be investigated further.

### 3. NEXT MEETING

The next meeting of the Publicity Committee will be held Tuesday, June 8, 1982 @ 2:00 p.m., at the McBride Site. Members to be informed of room location.

### 4. ADJOURNMENT



DOUGLAS COLLEGE  
EDUCATIONAL POLICY AND PLANNING COMMITTEE

A. FUNCTIONS - GENERAL

Senior educational policy recommending body to Douglas College Board.

FUNCTIONS - SPECIFIC

1. Recommends curriculum, instruction, student services, and admissions policies to Douglas College Board.
2. Interprets curriculum, instruction, student services, and admissions policies as requested by Divisional Curriculum & Planning Committee and Management Committee.
3. Provides commentary and advice to the College Board and the Management Committee with regard to educational and financial plans.
4. Reviews Divisional policies from time to time for consistency with College policies and philosophy, and as necessary, requires change in order to ensure coherence and consistency throughout the College.
5. Provides advice and direction that are requested of it from time to time by the College Board, the Management Committee of the College, and Divisional Curriculum & Planning Committees, providing such requests are within the Committee's technical and jurisdictional competence.
6. Maintains, through its staff officer, an organized file of College-wide and Divisional policy documents.

B. ACCESSIBILITY TO THE EDUCATIONAL POLICY & PLANNING COMMITTEE

Access to the Educational Policy & Planning Committee shall be via motion of a Divisional Curriculum & Planning Committee, the College Management Committee, Educational Policy & Planning Committee members, or the College President.

C. STAFF

Staff services shall be provided to the Committee by the President, and through the President, the College Administration.

D. RESPONSIBILITIES OF INDIVIDUAL MEMBERS OF THE COMMITTEE

Members of the Committee are required to exercise individual judgment on the basis of the Douglas College philosophy, and on behalf of the people to whom the College provides service. Members of the Committee are responsible, through the President, to the Douglas College Board.



TO: ALL COLLEGE PERSONNEL  
FROM: BILL DAY

From May 31 - June 4, while I am in Toronto as a college delegate to the Association of Canadian Community Colleges Conference, Jim Doerr will serve as Acting College President.

Jim may be reached through his office at the Agnes Street Site (525-9211), or through my office at McBride (local 213).

I will be back in by office on Monday, June 7.

#### FINE ARTS EXHIBITION

(THE ANNUAL HELEN PITT  
GRADUATE AWARDS EXHIBITION)

The Annual Helen Pitt Graduate Awards Exhibition was held recently at the Robson Square Media Centre, Vancouver.

This exhibition was conceived in 1978 by the Vancouver Foundation and established with funds left in trust by Helen Pitt.

Helen Pitt was born in Hartford, Connecticut. In later years, after travelling and living in England and India, she retired to Vancouver and Vernon where she died in 1976.

In 1961 her donation of \$10,000 established the fund which, administered by the Vancouver Foundation, has now grown to over \$400,000. Half of the interest provides bursaries for deserving art school students, and the other half finances the Annual Helen Pitt Graduate Awards Exhibition which is now in its fifth year.

The distribution of the awards is made at the discretion of the juror; none may be over \$5,000.

From works submitted by 121 applicants, 7 contributors were selected for awards, and 37 pieces were chosen for the exhibition.

Of the twenty nine finalists, two were ex-students from Kwantlen/Douglas College, and of the seven awards, six were divided between U.Vic., and Emily Carr with the lone U.B.C. award going to Virginia Stirling.

Virginia is an ex-Fine Arts Student of Kwantlen/Douglas College, and she was the recipient of one of the top cash awards of \$1,600.00, for her entry in the exhibition, entitled "Mother and Daughter", 1982, acrylic on canvas.

Margaret Koole, who was one of the twenty nine finalists, and who attends U.B.C. is also an ex-Fine Arts Student of Kwantlen/Douglas.

#### TYPES OF SEIZURES AND FIRST-AID TREATMENT

Forms of epilepsy are usually identified by the manifestations that occur during the attacks. A grand mal seizure is a "generalized" convulsion which may last a minute or more and can occur daily, weekly, monthly, or annually. The person loses consciousness and usually falls to the ground.

For first-aid, establish the following procedure:

1. Do not try to restrain the person or force anything between the teeth.
2. Clear the surrounding area to prevent injury.
3. Turn the body and head to one side to allow unobstructed breathing and easy saliva flow.
4. Let the seizure run its course. Do not try to revive the person.
5. Let the person rest when he/she recovers consciousness.



Petit mal attacks, most common in children, usually last a few seconds. Manifestations may be staring, twitching of the eye lids, and momentary laps of consciousness. No first-aid measures are necessary.

Psychomotor seizures can happen at any age. Behaviours include confusion, headache, spots before the eyes, dizziness, buzzing and ringing in the ears. The seizures may last from one minute to several hours.

Do not restrain the person in anyway except for personal safety. During the seizure, the person is in a confused mental state, but is usually able to follow comments made in a pleasant, gentle manner. It is possible to control the behaviour of the person for the duration of the seizure by friendly suggestions. It is always important to keep calm when observing a seizure.

#### FREE LEGAL ADVICE

Law Students Legal Advice Program:

Help, advice and counsel for all legal problems provided at no charge by students of the Law School at the University of British Columbia.

Some of the Legal Problems covered are:

- Landlord/Tenant
- Family
- Unemployment
- Welfare
- Debt Counselling
- Consumer
- Criminal
- etc., etc.

Assistance in the obtaining of separation - ground divorces.

For information on where to see us, call 872-0271 or 228-5791.

Evening clinics are open throughout the lower mainland.

#### EMPLOYMENT OPPORTUNITIES

Douglas College requires a Full-time Temporary Instructor in Computing Science/Mathematics.

For further details, please see the job posting on the Personnel Posting Board.

Kwantlen College has the following faculty vacancies:

Full Time Positions: English, Biology, Criminology

Contract Positions: Communications Theory, Chemistry, Mathematics, Accounting/Business, Biology (Principles), Economics (Micro & Macro), Physical Geography, Physics, French

Full Time Positions: Accounting, Adult Basic Education, EDP, Interior Design, Office Administration Program; Instructor/Coordinator, Instructor

Contract Positions: Adult Special Education, Office Administration Program

For further details, please see the job posting on the Personnel Posting Board.

The International Labour Office requires a Consultant in Skill Testing in the general field of Technical Education (Technical Assistance to the Western Region Campus Project).

Country/Region: Nepal

Project Code: NEP/81/003 (Post 05)

PASREC No.: 3831

Duration of appointment: 2 periods of 6 months each: July 1 to December 31, 1983  
July 1 to December 31, 1984

Enquiries should be directed to:

International Labour Office, #202 - 75  
Albert Street, Ottawa, Ontario, K1P 5E7



The International Labour Office requires an Expert in Vocational Rehabilitation in the general field of Vocational Rehabilitation of the Disabled.

Country/Region: Namibia/Angola

Project Code: ILO/NOR/81/NAM/1

PASREC No.: 3794

Duration of appointment: 12 months, with possibility of extension

Scheduled starting date: July 1, 1982

Enquiries should be directed to:

International Labour Office, #202 - 75

Albert Street, Ottawa, Ontario, K1P 5E7

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The Board of Directors of the McKenzie Community Rehabilitation Society require a Therapeutic counsellor to work with minimum supervision providing outpatient care in alcohol/drug and family/marital problems. Applicants must have working knowledge of therapeutic counselling techniques. Minimum requirements are B.S.W., B.A. in Social Science, R.S.W. and/or equivalent in education and work experience.

For further information or to submit complete resume, write:

D. Comis, Chairwomen

Mackenzie Community Rehabilitation Society, P.O. Box 1854, MacKenzie, B.C., V0J 2C0, or phone 997-6595.

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Kwantlen College requires a full-time Economics Instructor and a contract Psychology Instructor.

For further details, please see the job posting on the Personnel Posting Board.

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The Association for the Mentally Handicapped in Fort St. John requires a Live-in Supervisor for a residence serving up to 8 mentally handicapped teenagers, who are enrolled in day programs. The successful applicant will be responsible for the day-to-day operations of the residence, budgeting, supervision of the other staff, and program planning of residents - to ensure that training of social competencies and independence is coordinated with vocational training and related support programs.

QUALIFICATIONS: related experience & education in the field of mental retardation, degree in social services preferred, knowledge of bookkeeping, and management skills.

SEND RESUME TO: The Fort St. John Association For the Mentally Handicapped Box 6898, Fort St. John, B.C., V1J 4J3

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Selkirk College, Castlegar, B.C. requires the following Instructors: Aviation, Music, Geography, Psychology.

Salary will be in accordance with the Selkirk College Faculty Association agreement.

For further information or to forward applications write to :  
Personnel Department, Selkirk College,  
Box 1200, Castlegar, B.C., V1N 3J1



Heather Menzies

author of

WOMEN AND THE CHIP

### Two Free Public Forums

The microchip revolution is causing sweeping changes in the workplace and this has important consequences for women and employment trends.

ON TELEVISION: Knowledge Network, (Cable 18), Tuesday, June 8, 7-8 p.m. In the Vancouver area, check local listings. Participate in live program through toll-free telephone lines.

IN PERSON: Lecture Hall #2, Woodward Instructional Resources Centre, University of B.C., Wednesday, June 9, 7:30 - 9:30 p.m.

For further information, please call the UBC Centre for Continuing Education at 228-2181, local 288 or 276.

### CO-OP HOUSING SOUGHT

Co-op housing sought by faculty member, in New Westminster.

Quiet, non-smoker, no pets. References available.

Please contact John Wiley, Piano Technology Department, 521-4851, local 226 or at home, 521-0426.

### FOR SALE

#### USED GOLF BALLS

- Good condition \$0.80
  - Others \$0.50
- (Topflite, Spalding, etc.)  
Call Lynda at 525-9211.

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### FOR SALE: USED ELECTRIC PIANOS

Douglas College has seventeen (17) used electric pianos for sale. These pianos can be viewed by contacting either Kevin Barrington-Foote, Blair Fisher or Henry Waack and arranging with them to gain access. The pianos which will be sold are identified by the following serial numbers:

MLS6-1436	MLS6-1599
MLS6-1448	MLS6-1601
MLS6-1451	MLS6-1607
MLS6-1453	MLS6-1608
MLS6-1454	EPS8-5908
MLS6-1456	EPS8-5918
MLS6-1457	EPT8-1652
MLS6-1589	9030-1042-B3
MLS6-1594	

If you are interested in submitting a bid on any of these pianos, offers will be accepted by the Purchasing Department NOT LATER THAN 12:00 NOON, TUESDAY, June 15, 1982. These pianos are sold on an "As Is/Where Is" basis and there is no guarantee or warranty. Be sure that your offer contains the serial number of the piano(s) you are interested in as well as the price you are willing to pay for the piano. DOUGLAS COLLEGE RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OFFER OR ANY PART OF ANY OFFER.

### FOR SALE

1978 HONDA ACCORD, Excellent Mechanical Condition.

PRICE: \$5,000.00 or Best Offer.

&

WATERBED AND MATCHING BEDROOM SUITE

PRICE: \$500.00 - Will Sell Pieces Separately.

Contact Nora (Minogue) Lewis at the Winslow Site, local 22 or call 987-9656.